

HORSE RACING STEWARD/SAFETY STEWARD

EXAMINATION BULLETIN

Released: October 3, 2022

CONTRACTED RATES:

\$430.00 on a per day or per night basis (Steward in Training Rate)

\$580.00 on a per day or per night basis. (Steward in Stand/Safety Steward Rate)

\$290.00 for a partial day of 4 hours or less per day or night. (Rate Applies to Steward in Training, Steward in Stand, and Safety Steward)

Contracted Stewards **MAY** be reimbursed for health, dental, and life insurance premiums \$4,000.00 - \$10,000.00 per contract year.

DESCRIPTION OF DUTIES:

The contractor shall perform services as a Horse Racing Steward/Safety Steward in accordance with all statutes, regulations, rules, and directives of the California Horse Racing Board (CHRB) which govern horse racing within California.

Stewards shall supervise all phases of racing operations at horse racing meetings in a manner consistent with Horse Racing Laws, directives, and the rules and regulations of the California Horse Racing Board. The Contractor shall be responsible to, among other things:

- Enforce and abide by the rules of racing in connection with all participants.
- Supervise licensees and persons attendant upon horses and, if necessary, discipline them for misconduct.
- Supervise, and, if necessary, bar from participation any unlicensed person who commits a racing offense.
- Hold administrative hearings to conduct fact-finding, and issue rulings, statements of decision, and proposed decisions.
- Control entries and declarations in connection with all races.
- Disqualify ineligible horses.
- Approve the transfer of racehorses.
- Approve changes to trainers, jockeys, drivers, or equipment.
- Supervise drawing of post positions.
- Determine the order of finish of a race with authority to disqualify a horse, jockey, or driver as appropriate for violation of racing rules.
- Confirm the official order of finish for pari-mutuel wagering.
- Close pari-mutuel wagering in each race.
- Review with jockeys or drivers the races of the previous day or night.
- Incorporate the results of the Racing Injury Prevention Program into fatality investigations, racing surface standards development and the continuing education program for trainers.
- Interview certain license applicants and make recommendations to the Board.
- Maintain official minutes of the conduct of each racing meeting.
- Report significant issues to the Board as they relate to the race meeting.
- Take any and all actions reasonably necessary to effectively supervise all phases of racing operations at a racing meeting in a manner consistent with applicable horse racing laws.
- Analyze complaints and investigative files, and assist in case presentation, as needed.
- Enforce the CHRB Inclement Weather Policies.
- Participate in Fatality Reviews.
- Participate on Entry Panel Review.
- Any and all duties that may be necessary to effectuate the requirements of the Horseracing Integrity and Safety Act of 2020



HORSE RACING STEWARD/SAFETY STEWARD

EXAMINATION BULLETIN

Released: October 3, 2022

Safety Stewards shall, among other duties, gather information associated with drug testing and medication programs at California racetracks, and shall be responsible to:

- Monitor and observe daily habits and practices of backside activities.
- Monitor compliance for race day medication regulations.
- Observe medication administration.
- Follow-up on leads that may involve the inappropriate or illegal use of medication, such as permitted and prohibited drugs that may affect racing performance.
- Investigate fatalities and accidents at training centers and racetracks.
- Conduct pre-meet racetrack safety inspections independently or with CHRB enforcement personnel.
- Participate in resolution of financial complaints.
- Make recommendations to CHRB to ensure the integrity of racing and compliance with horse racing laws and regulations.
- Provide liaison between the stewards and CHRB Enforcement staff.
- Enforce compliance with safety standards; perform compliance inspections and report the findings to CHRB.
- Inspect and monitor racing surfaces to standards established by the Racing Safety Program.
- Provide technical direction and management for Racing Injury Prevention Program.
- Incorporate the results of the Racing Injury Prevention Program into fatality investigations, racing surface standards development and the continuing education program for trainers.
- Manage trainer continuing education program.
- Perform special assignments for the Executive Director.
- Photograph and report whip violations for CHRB enforcement case preparation.
- Schedule and participate in Fatality Reviews.
- Test track surfaces weekly and report those findings.
- Maintain weekly minutes.
- Participate on Entry Review Panel.
- Comply with the CHRB Inclement Weather policy.
- Any and all duties that may be necessary to effectuate the requirements of the Horseracing Integrity and Safety Act of 2020

SPECIAL PERSONAL CHARACTERISTICS:

Willingness to work irregular hours in various locations throughout the State; tact, keenness of observation; good memory for horse racing events, names, faces and incidents; ability to qualify for fiduciary bond; reputation for truth, honesty, and integrity; and willingness to participate in training programs.

DESIRABLE CHARACTERISTICS:

Experience as a Steward/Safety Steward in any recognized racing jurisdiction; completion of specialized courses in racing management, racing law, administrative law, political science, administrative agency practices or other courses related to the racing industry; bilingual fluencies in foreign languages.

EXAMINATION INFORMATION:

This examination will consist of a written examination and qualification appraisal interview. A minimum rating of 70% must be obtained on **both** the written examination and the qualification appraisal interview to be eligible for license as a Horse Racing Steward/Safety Steward. **Results of this examination shall be valid for ten (10) years from date of examination.** The Board reserves the right to offer a personal services contract for Steward/Safety Steward to anyone scoring 70% or higher, for selected periods, at various locations, statewide.



HORSE RACING STEWARD/SAFETY STEWARD

EXAMINATION BULLETIN

Released: October 3, 2022

SCOPE OF THE EXAMINATION:

Demonstrated Knowledge of:

- Rules and regulations of the California Horse Racing Board and the California Horse Racing Law.
- Uniform Rules of the Association of Racing Commissioners, International.
- Practice and procedures of the horse racing industry relating to eligibility of racehorses, conditions of races, entries, pre-race examinations of horses, horse identification, running of the race, and post-race analysis of the conduct of the race.
- Principles of pari-mutuel wagering systems; and transmission and reception of data communications and audio-visual signals.
- Principles and techniques of supervision.
- Principles of the administrative hearings process.
- Familiarity with drug abuse enforcement practices, identification of misused drugs, and drug rehabilitation programs.
- Horse racing history and California horse breeding programs.

Demonstrated Ability to:

- Analyze horse racing and wagering situations accurately and apply to the provisions of the laws, rules, or regulations.
- Formulate judgments in a consistent and impartial manner.
- Supervise and direct others in the performance of required racing officiating duties.
- Conduct hearings and interviews effectively.
- Write and speak effectively.
- Establish and maintain cooperative relations with representatives of racing organizations and associations.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION:

All applicants must meet the following requirements for this examination by the final filing date of **October 17, 2022**.

The Board may admit to the steward examination any person who meets all of the following qualifications:

- 1) Has not been convicted of a crime involving moral turpitude or of a felony.
- 2) Has been given a physical examination within 60 days prior to the date of application and has at least 20-20 vision or vision corrected to 20-20 and normal hearing ability (required for selected contractor).
- 3) Possess at least one of the following qualifications:
 - a) Has a minimum of five (5) years of experience in the pari-mutuel horse racing industry as a licensed trainer, jockey, or driver.
 - b) Has a minimum of ten (10) years of experience in the California pari-mutuel horse racing industry as a licensed owner whose experience, knowledge, ability, and integrity relative to the industry are known to the Board.
 - c) Has a minimum of three (3) years of experience as a licensed racing official, racing secretary, assistant racing secretary, or director of racing.
 - d) Has experience in the horse racing industry of a character and for a length of time sufficient, as determined by the Board, to qualify the person as having experience substantially equivalent to the experience described in subparagraph a), b), or c).



HORSE RACING STEWARD/SAFETY STEWARD

EXAMINATION BULLETIN

Released: October 3, 2022

HOW TO APPLY:

A completed, signed, and dated Standard State Application (Form 678) must be post marked, or hand delivered no later than the final filing date of **October 17, 2022**, to be considered for entry to the examination. Applications are available at all California Horse Racing Board locations and on the California Department of Human Resources website at <https://jobs.ca.gov/pdf/std678.pdf>.

If you need an accommodation to take the examination, mark question number 10 on the first page of the Standard State Application (Form 678) appropriately. You will be contacted for specific arrangements.

Submit completed, signed, and dated application to:

California Horse Racing Board

Attn: Sara Hostetter

1010 Hurley Way, Suite 300

Sacramento, Ca. 95825

EXAM DATE AND LOCATION:

Applicants will be notified by letter/email regarding their application status. Accepted applicants should anticipate testing to take place between November 9th-10th 2022 in Del Mar, California; and are required to bring photo identification or two forms of signed identification to each phase of the examination. For questions regarding this examination please contact Sara Hostetter by phone (916) 869-3276, or by email sehostetter@chrh.ca.gov.

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding, and related medical conditions), and sexual orientation. It is an objective of the State of California to achieve a drug-free state workplace. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service and the special trust placed in public servant

Final Filing Date: October 17, 2022

CALIFORNIA HORSE RACING BOARD
www.chrb.ca.gov

